

// A special meeting of the Council of the City of Lynchburg, recessed from November 22, was held on the 13th day of December, 2005, starting at 1:00 P.M., Second Floor Training Room, City Hall, Carl B. Hutcherson, Jr., President, presiding. The purpose of the meeting was to conduct a work session regarding several items. The following Members were present:

Present: Dodson, Foster, Gillette, Helgeson, Johnson, Seiffert, Hutcherson

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Absent:

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// Mayor Hutcherson read the following statement..."I am here today to participate in the transaction of the City's business. I will make a statement Friday concerning my political future. It has not been a week since a federal indictment was handed down against me. And if I'm not mistaken, there are national figures who have been indicted and are still carrying out their duties. Today we will do our duty as it relates to City Council and the business of the City of Lynchburg. Thank you."

// City Manager Kimball Payne announced that today would be the last Council meeting of Financial Services Director Mike Hill who will be retiring at the end of the year.

// Representatives of Brown, Edwards & Company, L.L.P., the City's external auditor, presented a brief overview regarding the City's Comprehensive Annual Financial Report (CAFR) for fiscal year ending June 30, 2005. Financial Services Director Mike Hill mentioned that this was the first year that the annual financial report was completely done in-house by City staff.

// JoAnn Martin, Director of Communications and Marketing, along with Terri Proffitt, Lynch's Landing, and Treney Tweedy, Lynchburg Public Schools, provided an update regarding the efforts of a Marketing Partnership which was created with the expected outcomes of increased awareness of all marketing efforts currently underway by various agencies, the identification of cooperative marketing opportunities with the various agencies, and the creation of a City Marketing Plan based on sound marketing concepts, achievable goals, and realistic expectations. Ms. Martin informed that the Partnership is comprised of representatives from the departments of Communications and Marketing, Parks and Recreation, and the Office of Economic Development, Lynchburg City Schools, Lynch's Landing, and the Lynchburg Regional Chamber of Commerce Travel and Tourism Division. Following the presentation, Ms. Martin stated that the Partnership would like to move forward in developing a "brand" or "image" for the City, and that funds have been identified via the Economic Development Department to secure the services of a consultant, if needed, to assist in this effort. Council Member Dodson asked that City Council be provided a written report of the work session presentation.

// City Manager Kimball Payne stated that recently residents of Wyndhurst presented a petition asking Council to take steps to provide penalties for owners who fail to clean up after their dogs. Mr. Payne explained that the City Attorney has drafted a proposed ordinance to require owners to clean up after their dogs defecate on public property or private property without permission and that he is seeking authorization from City Council for the advertisement of a public hearing to receive comment on the proposed ordinance. Mr. Payne went on to say that the Police Department will not be in a position to enforce the ordinance and that in order to charge someone with a violation, the person observing the

violation must appear before the magistrate and provide the magistrate with the information necessary for the issuance of a summons or warrant. Police Chief Chuck Bennett did express some concern regarding the proposed ordinance and its potential impact on the Police Department. Following discussion, City Council asked that the penalty for the violation of the ordinance be changed from a "class 4 misdemeanor" to a \$50 fine, and that a public hearing be advertised and scheduled for the January 10, 2006, Council meeting.

// At 1:55 p.m., City Council recessed the meeting to attend a Lynchburg Police Department swearing in ceremony in the Council Chambers. The meeting was reconvened at 3:00 p.m.

// Fire Chief Buddy Martinette, Deputy Fire Chief Brad Ferguson, and Master Fire Fighter Jason Campbell provided an overview regarding the Lynchburg Fire & EMS Department Standard of Response Cover report dated October 2005. Fire Chief Martinette explained that the report defines the Lynchburg Fire & EMS Department's written policies and procedures that established distribution and concentration of fixed and mobile resources for the fire and EMS agency. Fire Chief Martinette went on to say that the Fire Department has applied for accreditation through the Commission on Fire Accreditation International and that adoption of the Lynchburg Fire & EMS Department Standard of Response Cover document is a critical element of the accreditation process. Following the presentation, and on motion of Council Member Helgeson, seconded by Council Member Seiffert, Council by the following recorded vote adopted Resolution #R-05-153, as presented, adopting the Lynchburg Fire & EMS Department Standard of Response Cover report dated October 2005:

Ayes: Dodson, Foster, Gillette, Helgeson, Johnson, Seiffert, Hutcherson

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Noes:

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// Project Manager Jim Talian along with Ken Jandura, with the architectural firm DMJM Design, provided an overview regarding two reports prepared by the planning and design team developing the plans for the new Juvenile and Domestic Relations Court facility. Mr. Jandura explained that the first report is the architectural program for the facility and is a milestone in planning the facility as it focuses and refines the master plan to get a better handle on spatial relationships and costs, and that the second report is an evaluation of the old federal courthouse on Main Street. Mr. Jandura stated that after a thorough analysis of the requirements for the court facility and the condition of the present building, the architects conclude that the renovation of the old federal courthouse would be more costly than building a new building on Court Street. Mr. Jandura went on to say that since building a new J&DR Courthouse on Court Street would cost about \$10.2 million as opposed to renovating the old federal building at a cost of \$17 million, the design company recommended that the City build a new courthouse, saving \$6.7 million in project costs. Mr. Jandura also noted that a new facility would provide the opportunity to co-locate all the City's court agencies in one location and provide for future expansion to handle the system's growing needs and the possible implementation of a new Family Court system. Following discussion, City Council reached consensus to continue planning for a new facility on Court Street.

// Parks and Recreation Director Kay Frazier presented a plan of action to address the needs of the athletic fields in the City Schools and park system. Ms. Frazier explained that staff is recommending the formation of a joint City Council and School Board Task Force comprised of two members of City Council, two members of the School Board, the City Manager, Superintendent of Schools, Director of Parks and Recreation, Director of Buildings and Grounds and the Director of Facilities and Transportation. Ms. Frazier went on to say that the goals of the Task Force would be to develop a long range plan for improvement and development of athletic fields, solicit public input, develop a ten year capital implementation plan, and consider merging management and maintenance operations for athletic fields. Ms. Frazier noted that a work group of City/Schools staff consisting of the Park Services Manager, Facilities Supervisor, Athletics Supervisor, Park Operations Coordinator, and LSC Assistant Director of Grounds would also be formed to support the work of the Task Force, and that the Task Force is working towards having final recommendations presented to City Council and the School Board in April 2006. Following discussion, City Council gave its approval to the formation of the Task Force, and Mayor Hutcherson announced that he is appointing Council Members Dodson and Johnson to serve on the Task Force.

// City Manager Kimball Payne explained that during City Council's work session on October 25, it was agreed that an appropriate approach to examining a restructuring of the City Tourism Program would include a two year renewal of the current agreement with the Lynchburg Regional Chamber of Commerce (LRCC) subject to certain modifications to ensure accountability and transparency of program operations and costs, and that the two year period would be used to design an appropriate structure for a sustained Tourism Program. Mr. Payne then provided an overview regarding a Tourism Program Proposal, which includes the components of a revised lease and operating agreement with LRCC, the development of a new structure for the Tourism Program, and the formation/structure of an Oversight Committee to oversee the effort to develop a new Tourism Program. Following the presentation, City Council briefly discussed the restructuring of the Tourism Advisory Council and agreed that although City residence would not be a requirement to serve on the Tourism Task Force, at least three quarters of the members of the Task Force shall be either City residents or owners of a stakeholder business in the City.

// City Traffic Engineer Gerry Harter presented a final draft of the Neighborhood Traffic Management Plan, explaining that the latest revisions includes all of the edits made by the Physical Development Committee. Following discussion, City Council asked that page A-6 referencing a speed watch program be deleted from the Plan. On motion of Council Member Seiffert, seconded by Council Member Gillette, Council by the following recorded vote adopted the Neighborhood Traffic Management Plan, as revised with the deletion of page A-6:

Ayes: Dodson, Foster, Gillette, Helgeson, Johnson, Seiffert, Hutcherson

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Noes:

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// During roll call, and in response to Council Member Helgeson's inquiry, City Manager Kimball Payne stated that the Capital Improvements Program would be included with the proposed budget. Council

Member Gillette asked that following the FY2007 Budget process, that City Council discuss going to an annual assessment of real property in the City. Council Member Johnson stated that he picked up an award the City received at the recent National League of Cities conference in Charlotte. Council Member Dodson inquired regarding recent vandalism on Jefferson Street, and street lights being out at 9th and Jefferson Streets and at the corner of 5th and Main Streets. Vice Mayor Foster also commented that she became aware of vandalism in the vicinity of Dearing Street involving the use of paintball guns at a recent neighborhood watch meeting. Mayor Hutcherson stated that he would like City Council to consider a meeting with the Bedford County Board of Supervisors similar to the one held each year with the Campbell County Board.

// The meeting was adjourned at 6:06 p.m.

Clerk of Council